
Quality Improvement Meeting Minutes

Meeting Date: Thursday, June 3, 2021
Start Time: 12:02 pm
End Time: 12:58 pm
Location: Zoom Video Conference
Presiding Chair: David Colbert
Recorder: Sara Seaburg

Summary of Committee Votes

- Approval of Minutes from May 6, 2021 meetings
- Approval of the Assessment of the Administrative Mechanism Surveys

Council Member Assignments

- Attend Committee/Council meetings as outlined in the Council Bylaws

(1.0) Moment of Silence

David called the meeting to order at 12:02 pm. A moment of silence was observed in recognition of all who have been affected by HIV/AIDS.

(2.0) Welcome and Introduction

All participants introduced themselves.

(3.0) Co-Chair Announcements

There were no announcements.

(4.0) Approval of May 6, 2021 Quality Improvement Committee Meeting Minutes

Chris Cole made a motion to approve the meeting minutes from May 6, 2021 and Mitchell Namias seconded it.

For: (7) Ardila, Chaux, Colbert, Cole, Lame, Namias, Stewart

Against: (0)

Abstain: (2) Datcher, Radocchia

(5.0) New Business/Old Business

- **Review Quality Improvement Committee Activity Timeline**

The Committee reviewed the Planning Council Activity Timeline and determined that everything was on track.

- **Review Data Requested by SPA to Inform the PSRA Process and/or Needs Assessments**

Staff presented the utilization report from FY2020 and there was discussion surrounding the results. There were comparisons between FY 2018, 2019 and 2020 and the funded services of oral health and medical transportation were identified as highly impacted due to Covid 19. This data will be used during the PSRA process in August with consideration given to the pandemic and it's affect on service utilization.

Albana Lame & David Colbert, Co-Chairs

- **Assist in the Assessment of the Administrative Mechanism**

The survey questions were reviewed for each survey and updates were made.

Rich Radocchia made a motion to approve the Sub Recipient and the Sub Sub Recipient surveys and Chris Cole seconded it.

For: (9) Ardila, Chaux, Colbert, Cole, Datcher, Lame, Namias, Radocchia, Stewart

Against: (0)

Abstain: (0)

(6.0) Recipient's Office Report

Dionne Kotey shared FY2021 CQM plan for the EMA. She will continue working on this and making updates.

(7.0) Unresolved Parking Lot Items

None

(8.0) Announcements

There are no QI meetings in July or August but we will be meeting on Tuesday, August 3rd for the FY2022 PSRA Data Session and we'll meet again on Thursday, August 5th for the FY2022 PSRA Process Meeting.

(9.0) Adjournment

The meeting adjourned at 12:58 p.m.

Albana Lame & David Colbert, Co-Chairs

Quality Improvement Committee Attendance 2021

	Council Member	Jan	Feb	Mar	Apr	May	June	Aug	Sept	Oct	Nov
1.	Inthiany Ardila	X	X	X	X	X	X				
2.	Gigi Chaux	-	X	X	X	X	X				
3.	Max Cisneros	A	A	A	X	A	A				
4.	Cassandra Cokley	A	A	A	A	A	A				
5.	<i>Christopher Cole PC Co-Chair</i>	X	X	X	A	X	X				
6.	David Colbert	X	X	X	X	X	X				
7.	Loreen Cuiman	A	A	A	A	A	A				
8.	Brian Datcher	A	X	X	X	A	X				
9.	Armando Erba	A	A	A	A	A	A				
10.	Ken Flyte	A	A	A	A	A	A				
11.	Lisa Gluz	A	A	A	A	A	A				
12.	Robert James	A	A	A	A	A	A				
13.	Albana Lame Co-Chair	X	X	X	X	X	X				
14.	Ronald Montague	A	A	A	A	A	A				
15.	Joanne Montgomery	A	X	A	A	A	A				
16.	Mitchell Namias Co-Chair	A	A	X	X	X	X				
17.	Daniel Pettit	A	A	A	A	A	A				
18.	Kathy Pitner	A	A	A	A	A	A				
19.	Richard Radocchia	X	X	X	X	A	X				
20.	<i>Roberta Stewart PC Co-Chair</i>	X	X	X	X	X	X				
21.	Charlotte Teel	A	A	X	A	A	A				
	Ryan White Office	X	X	X	X	X	X				
	Planning Council Staff	X	X	X	X	X	X				
	% of Council present:	29%	41%	48%	38%	33%	43%				

Guests: Jamelia Beckford, Dan Hulton, Tequetta Valeriano